

Council of Organizations Minutes

Date: December 1, 2017

Location: S-1099

Meeting was called to order at 2:10 pm by Irene Nuñez, Chair of Council of Organizations.

- I. Irene Nuñez asked for roll call to be taken.
- II. Roll call was completed.
- III. Associate Chair, McDonald Nwosu began the meeting by thanking UELS for holding the Friendsgiving event, which was “wonderful” and very “successful”. He gave a recap of events during homecoming, including the Canapalooza, which gathered 351 cans and perishable goods. The Gator Mixer was also successful, welcoming 100 students and he let everyone know he was “ecstatic” about the turnout. He also informed the members that the Council of Finance would be giving updates later in the meeting. The SOLD conference was moved to spring semester. COO’s HPV awareness event for HPV awareness month, featuring a speaker from MD Anderson was a collaboration with UELS, BAT, HPO and others.
- IV. Next, the Council of Finance Chair introduced the other members of the Council of Finance. She gave an overview of the presentation that they would be giving, but informed everyone that there would be a more in depth training next semester.
 - a. They began with an overview of COF guidelines. Estefania emphasized that applications were cut off on Mondays at 5:00 pm, and hearings are conducted on the following Friday. The Council is also working on starting professional development and information workshops for further questions. She explained that Student Organizations are allocated \$2,000 each for the entire academic year. The COF keeps a record of how much is approved or denied and requested. She clarified that seed money for new student organizations, which is \$500 is taken out of the allotted \$2,000. She then went over the 5 steps to submitting a request. The first is submitting the application, one of the most important parts is paying attention to the deadlines for different requests. Step two is the hearing, where the requesters are invited to a COF meeting where the members give suggestions. Step three is a review and consideration of the request. Step four is when the COF notifies the organization of the decision. Finally, step five is any recommendations the COF might have about the request.
 - b. Next, they followed with a step-by-step overview of the application. Rachel Gravlee went over each step of the application on Gatorsync, explaining terminology and instructions. She asked everyone to read the information on the application, and read the guidelines before completing the form. She mentioned that members could email counciloffinance@gmail.com with questions.
 - c. They followed by letting the members know the total amount of funding requested and approved for the Fall semester.

- d. A member asked for clarification of when the application was to be submitted and when it was considered. COF explained that applications were due on Monday at five and considered the following Friday when the COF meets.
 - e. Another question was how much time was given to provide additional documentation if needed. The COF chair explained that if the organization would like to challenge a decision, they would be given the opportunity to do so.
 - f. A member asked if a proposal could be resubmitted if it was denied. The chair responded that organizations can reapply after consultation to make corrections
 - g. A member asked if reapplying would affect the “window” to make corrections. The COF chair answered that it may.
 - h. A member asked if there would be any more hearings. COF chair let everyone know that the last one would be this coming Friday the 9th.
 - i. McDonald asked the chair to clarify if there was anything that would disqualify an organization from receiving funding. She answered that missing more than two COO meetings during the academic year would make an organization ineligible for funding.
 - i. McDonald clarified that two tardies at a COO meeting would equal an absence.
 - j. Lastly the COF chair noted that anyone submitting an order for a t-shirt should have the UHD logo or “UHD/University of Houston-Downtown” on it. She thanked everyone for their attention.
- V. COO Chair Irene Nuñez called the graduating seniors to be recognized and thanked them for their contributions. She also informed everyone that there would be a possible COO meeting on January 5th. One Main Event would be held Friday April 20th, and a committee is being formed to decide other details of the event.
- VI. COF reminded everyone that many COF members would be graduating and so the Council will be in need of members for next semester. Funds cannot be dispersed without full membership of the council.
- VII. Irene called for people wanting to present during open forum.
- a. Ramiro Ojeda invited everyone to an event for SGA in the SGA office Monday December 4th from 11:30- 3:00 pm which would include dancing and movies.
 - b. The Asian Student Association let members know there were open positions in their leadership. They emphasized that anyone can join, regardless of ethnicity and that they are looking to hold a Vietnam War commemoration in the Spring.
 - c. Another member introduced himself as a founder of the Vegan club, which is looking to become an official organization.
 - d. Alpha Phi Sigma made an announcement about a volunteer opportunity to help families in need.
 - e. A representative of the Garden Club reminded everyone that the Garden club worked on the garden every Friday. She let everyone know she was open to

helping organize group volunteering. Anyone interested could email filipovichk1@gator.uhd.edu.

VIII. Meeting was adjourned by Irene Nuñez at 4:05 pm.

Council of Organizations: uhdcounciloforganizations@gmail.com

Irene Nunez, COO Chair

McDonald Nwosu, COO Associate Chair

Evelyn Garcia, COO Secretary

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